

SIXTY-SEVENTH
ANNUAL REPORT

MECHANICS'
INSTITUTE

SAN FRANCISCO, CAL.

NINETEEN HUNDRED
TWENTY-TWO



Sixty-seventh Annual Report

of the

MECHANICS' INSTITUTE

for the

Year Ending February 28, 1922

MECHANICS' INSTITUTE OFFICERS

BOARD OF TRUSTEES.
Year ending February 28, 1922.

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| | |
|----------------------|------------------|
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JOHN H. WOODSecretary
FRANCIS B. GRAVESLibrarian

MECHANICS' INSTITUTE

Mechanics' Mercantile Library
and Chess Room
57 Post Street
San Francisco, Cal.

The Library now contains over eighty thousand volumes.
Special attention is given to the division of technology.
Over four hundred periodicals and newspapers are on file.
A chess and checker room is maintained where smoking is permitted.
Lecture courses are held each season.
Library open daily, 9:00 A. M. to 10:00 P. M.
Sundays and Holidays, 11:00 A. M. to 5:00 P. M.
Chess Room, Daily, 9:00 A. M. to 10:00 P. M.

TERMS OF MEMBERSHIP.

| | |
|----------------------------------|---------|
| Entrance Fee | \$ 1.00 |
| Quarterly Dues (in advance)..... | 1.50 |
| Life Membership | 50.00 |

Non-residents may use the Library for one month on payment of fifty cents.

A member may introduce a friend (not a resident of the city) who will be allowed the use of the Library rooms for one month.

LIBRARY RULES.

Members may take out two books at a time and extra books on payment of five cents each.

New fiction may be kept one week only. Other books may be kept two weeks and the time may be extended for two weeks longer by giving notice at the Library desk, or by mail or telephone (Sutter 829). A charge of two cents a day will be made on books kept over time.

Members' requests for books to be purchased will receive careful consideration.

PRESIDENT'S REPORT

San Francisco, March 9, 1922.

To the Members of the Mechanics' Institute:

I have the honor to present my report for the twelve months ending on February 28th, 1922, which covers the sixty-seventh year of the existence of the Mechanics' Institute, and I am pleased to say to you that during this year the Institute has prospered to an even greater extent than in the past. You will note from the report of the Secretary that the receipts from the Post Street Building, the Library and the Investment accounts have exceeded by a substantial amount the sum received from like sources last year, and the outlook for the coming year is bright indeed.

In my last report I drew your attention to the fact that our surplus fund had increased to over half a million dollars. Tonight I am happy to say that this fund is further increased by about 8 per cent and consists of various issues of Municipal and United States Bonds, the par value of which is \$501,100.00, and mortgages on San Francisco Real Estate amounting to \$50,200. The Municipal Bonds show an average yield of about 4.87% and the Liberty Bonds a yield of $4\frac{1}{4}\%$. The Post Street Building income increased almost \$8000.00 over that of last year. The operating expense was some \$3500.00 over that of 1921 so that the net income shows a gain of over \$4000.00.

During the year a sum of \$11,129.15 was paid for books, binding and periodicals, which brings up the total amount expended for books since April 18, 1906, to \$163,632.32. The circulation of books for home use was 175,482 volumes, an increase of 25,106 over the year previous. The membership has likewise increased, so that I am able to report a total membership of 4806 as against 4492 one year ago.

Your Board of Trustees has under consideration a number of improvements to be made in the Library quarters which will no doubt add greatly to the comfort and pleasure of the membership.

During the year lecture courses were delivered by Francis W. Hirst, late editor of the London *Economist*, and Thomas

Frederick Sanford, Department of English, University of California. In addition, a series of educational motion pictures was shown.

Your attention is called to the detailed accounts on finances and on library work which appear in the annual reports of the Secretary and the Librarian.

Again I wish to express the great satisfaction we have in our excellent staff of employees. Mr. Wood, our Secretary, has proved his ability and great worth in the many suggestions he has made for the increase of our resources and the care of our property. Mr. Graves, our Librarian, is also to be especially commended for his active work in furthering the interests of the library.

We desire to welcome to our Board Mr. H. P. Howard, who I am sure, will prove a valuable member, and also to express to the members our appreciation of the confidence they have shown in having returned, without opposition, the members of the Board whose terms have just expired.

It is with the greatest sorrow that I report to you the death, on January 24, 1922, of Mr. Rudolph J. Taussig. Mr. Taussig became a member of the Board of Trustees in 1900 and served continuously until the time of his death, a period of twenty-two years, during ten years of which he was President. Much of the present-day success is due to his wise judgment and his zealous work during the time when the finances of the Institute were at a low ebb. He was deeply interested in all educational matters, and was a Regent of the State University. In his passing we lose a most conscientious worker, and the community at large a good citizen.

BYRON MAUZY,
President.

SECRETARY'S REPORT

For the Year Ending February 28, 1922.

San Francisco, March 9, 1922.

To the Board of Trustees of the Mechanics' Institute,
San Francisco.

Gentlemen:—

I have the honor to present herewith financial statement of the Mechanics' Institute for the year ending February 28, 1922:

March 1, 1921, Cash on deposit in various banks.....\$ 16,099.15
Cash in contingent funds.....\$ 225.00

Total Cash\$ 16,324.15

RECEIPTS.

Mechanics' Institute Building—rent collections from March 1, 1921, to February 28, 1922\$ 61,424.25

Interest, Ernest N. Atkins Memorial Fund. 30.00

Interest, James Lick Fund 600.00

Interest, Commercial and Savings Account 450.85

Interest, Bills Receivable 22.50

Interest, Mortgage Receivable Accounts... 2,382.00

Interest, Bonds 22,861.25

Bills Receivable 27.50

Library and General Administration

Dues\$21,764.00

Entrance Fees 1,128.00

Life Memberships 400.00

Books Paid For 233.15

Fines and Extra Books..... 2,828.75

Lectures 20.50

Sundry 5.28

26,379.68

Received for Investments Account—

Bonds Matured 5,000.00

Total Cash received.....\$119,178.03

\$135,502.18

EXPENDITURES.

Mechanics' Institute Building — operating expenses from March 1, 1921, to February 28, 1922:

Pay Roll\$13,170.98

Taxes 7,505.43

Insurance 1,688.39

Equipment 1.95

Heat 2,700.00

Light and Power 2,522.15

Water 212.08

Window Cleaning 420.00

Supplies 870.45

Repairs 1,356.94

General Expense 686.17

31,134.54

Accrued Bond Interest Paid 517.82

Bond Premium Paid 654.97

Post Street Building, Cost Account..... 1,266.64

Taxes, Outside Lands 32.27

Library and General Administration:

Books, Binding and Periodicals.....\$11,129.15

Furniture 516.88

General Expense 2,249.71

Insurance 492.24

Legal Expense 250.00

Lectures 1,523.66

Printing and Stationery 451.16

Salaries 19,258.50

Supplies 563.82

Taxes 35.57

Monthly Bulletin 210.00

Rent of Library Rooms 14,750.00

51,430.69

Total Expense\$ 85,036.93

Investments Account:

Reinvestments\$ 5,000.00

New Investments 32,664.07

\$37,664.07

Cash on hand in various banks, Feb. 28, 1922.....\$12,576.18

Cash on hand in contingent funds..... 225.00

Total Cash\$ 12,801.18

\$135,502.18

SUMMARY.

| | |
|-----------------------------------|------------------|
| Cash on hand, March 1, 1921..... | \$ 16,324.15 |
| Total Receipts | \$114,178.03 |
| Total Expense | 85,036.93 |
| Excess Receipts | 29,141.10 |
| Received from Bonds matured | 5,000.00 |
| | <u>50,465.25</u> |

DISTRIBUTION.

| | |
|--|---------------------|
| Cash in various banks, February 28, 1922... | \$ 12,576.18 |
| Cash in contingent funds..... | 225.00 |
| Total Cash | \$ 12,801.18 |
| Reinvestment of funds received from Bonds matured | \$ 5,000.00 |
| New investments made from surplus..... | 32,664.07 |
| | <u>37,664.07</u> |
| | <u>\$ 50,465.25</u> |

The net amount expended since April 18, 1906, on Books,
Binding and Periodicals has been.....\$163,632.32
The amount paid out for construction, equipment, etc.,
of the Post Street Building has been.....\$355,190.42

Insurance is carried as follows:

| | |
|----------------------------|--------------|
| Books | \$ 50,350.00 |
| Furniture | 7,500.00 |
| Post Street Building | 265,000.00 |

The Resources of the Mechanics' Institute are as follows:

Post Street lot covered by Mechanics' Institute Building.
Seven lots in People's Homestead Tract A (unimproved).
First mortgages for \$50,200.00 on San Francisco Real Estate.
\$241,000.00 5% San Francisco, Cal., City Hall Bonds.
\$600.00 5% San Francisco, Cal., Municipal Railway Bonds.
\$4000.00 4½% San Francisco, Cal., Water Bonds.
\$2000.00 5% San Francisco, Cal., Fire Protection Bonds.
\$29000 3½% San Francisco, Cal., Golden Gate Park and Pre-
sidio Extension Bonds.
\$5000.00 5% Berkeley, Cal., School District Bonds.
\$7000.00 4½% Sacramento, Cal., New Levee Bonds.
\$4000.00 4½% Sacramento, Cal., School District Bonds.
\$3000.00 4½% Sacramento, Cal., High School District Bonds.
\$5000.00 5% Richmond, Cal., School District Bonds.

\$7000.00 5% Oakland, Cal., School District Bonds.
\$5000.00 6% San Luis Obispo, Cal., School District Bonds.
\$5000.00 5% Santa Barbara, Cal., Municipal Improvement
Bonds.
\$10,000.00 5% Stockton, Cal., School District Bonds.
\$25,000.00 5% Butte County, Cal., Highway Bonds.
\$20,000.00 5% Fresno County, Cal., Bonds.
\$5000.00 5% Merced County, Cal., Bonds.
\$7000.00 5% Sonoma County, Cal., Bonds.
\$5000.00 4½% California State Highway Bonds.
\$5000.00 4½% California State University Bldg. Bonds.
\$106,500.00 4¼% United States Liberty Bonds.
Cash in various banks, \$12,801.18.
Books, Furniture and Equipment of the Library.

Respectfully submitted,

JOHN H. WOOD, Secretary.

LIBRARIAN'S REPORT

San Francisco, March 9, 1922.

To the President and Board of Trustees, Mechanics' Institute.

Gentlemen: I herewith submit the Sixty-seventh Annual Report of the Library for the year ending February 28, 1922:

Membership.

| | | | |
|-------------------------------|--------------|-----|-----|
| March 1, 1921 | 4,492 | | |
| New Members—Life | 14 | | |
| New Members—Subscribing | 1,128 | | |
| Members Reinstated | 12 | | |
| | <u>1,154</u> | | |
| Withdrawn—Life | 18 | | |
| Subscribing | 545 | | |
| Dropped | 277 | 840 | 314 |

Membership February 28, 1922..... 4,806
There are 3 Honorary, 643 Life and 4,160 Subscribing Members.

Books.

| | | | |
|--|---------------|--------|--|
| Number of volumes listed March 1, 1921..... | 80,776 | | |
| Added by purchase | 2,909 | | |
| Added by binding | 631 | | |
| Added by gift | 277 | 3,817 | |
| | <u>84,593</u> | | |
| Number of volumes lost and paid for..... | 81 | | |
| Lost by cancelled membership..... | 53 | | |
| Discarded | 403 | 537 | |
| | <u>84,056</u> | | |
| Number of volumes listed February 28, 1922.. | | 84,056 | |

Binding.

631 volumes of periodicals and newspapers were bound during the year and 483 miscellaneous volumes were rebound. 8,467 volumes were repaired at the Library.

Gifts.

277 bound volumes and 2,831 items, consisting of pamphlets, serials and newspapers, were donated to the Library during the year.

Accessions by Classes.

| | Purchased | Cost | Bound | Cost | Gift | Total |
|-----------------------|--------------|-------------------|------------|-------------------|------------|--------------|
| General Works | 44 | \$ 159.18 | 143 | \$ 408.20 | 23 | 210 |
| Philosophy | 88 | 198.14 | 7 | 14.00 | 6 | 101 |
| Religion | 25 | 56.53 | 1 | 2.00 | 2 | 28 |
| Sociology | 170 | 507.74 | 80 | 170.30 | 111 | 361 |
| Philology | 5 | 9.97 | .. | | 1 | 6 |
| Science | 92 | 285.38 | 76 | 160.55 | 26 | 194 |
| Useful Arts | 292 | 1,026.99 | 223 | 511.50 | 41 | 556 |
| Fine Arts | 83 | 389.91 | 57 | 132.10 | 6 | 146 |
| Literature | 227 | 445.73 | 9 | 18.80 | 2 | 238 |
| Foreign Literature .. | 32 | 37.16 | .. | | 18 | 50 |
| Travel | 91 | 322.74 | 9 | 18.20 | 9 | 109 |
| Biography | 133 | 443.93 | 1 | 2.00 | 2 | 136 |
| History | 164 | 465.59 | 25 | 53.00 | 17 | 206 |
| Fiction | 1,437 | 2,302.43 | .. | | 13 | 1,450 |
| Children's Books | 26 | 39.70 | .. | | .. | 26 |
| | <u>2,909</u> | <u>\$6,638.15</u> | <u>631</u> | <u>\$1,490.65</u> | <u>277</u> | <u>3,817</u> |

Circulation.

There were issued for home use 175,502 volumes, an average of 14,625 volumes per month.

Table of Circulation Statistics.

| | | | |
|---------------------|-------|------------------------|----------------|
| General Works | 247 | German | 1,432 |
| Philosophy | 2,983 | French | 1,392 |
| Religion | 861 | Spanish | 379 |
| Sociology | 3,305 | Travel | 5,302 |
| Philology | 17 | Biography | 4,571 |
| Science | 2,236 | History | 3,304 |
| Useful Arts | 6,947 | Fiction | 124,646 |
| Fine Arts | 3,010 | Children's Books | 2,703 |
| Music | 812 | Periodicals | 3,174 |
| Literature | 8,181 | | <u>175,502</u> |

| | | | |
|------------------------|---------|-------------|----------|
| Fiction | 124,646 | volumes, 71 | per cent |
| Children's Books | 2,703 | " 1.5 | " " |
| Non-fiction | 48,153 | " 27.5 | " " |

In conclusion I desire to express appreciation of the services of the Library Staff.

Respectfully submitted,

FRANCIS B. GRAVES,

Librarian.

APPENDIX.

| Year Ending Feb. 28 | Membership | | | Volumes in Library | Circula- tion |
|---------------------------|-------------|----------------------|-------|-----------------------|------------------|
| | Subscribing | Life and Honorary | Total | | |
| 1922 | 4,160 | 646 | 4,806 | 84,056 | 175,502 |
| 1921 | 3,842 | 650 | 4,492 | 80,776 | 150,376 |
| 1920 | 3,408 | 649 | 4,057 | 77,140 | 128,480 |
| 1919 | 2,994 | 653 | 3,647 | 73,128 | 101,728 |
| 1918 | 3,135 | 590 | 3,725 | 70,055 | 118,159 |
| 1917 | 3,144 | 598 | 3,742 | 65,875 | 132,721 |
| 1916 | 2,982 | 617 | 3,599 | 63,672 | 127,866 |
| 1915 | 2,862 | 626 | 3,488 | 56,740 | 131,687 |
| 1914 | 2,709 | 632 | 3,341 | 50,776 | 125,650 |
| 1913 | 2,855 | 643 | 3,498 | 44,527 | 118,998 |
| 1912 | 2,660 | 644 | 3,304 | 39,266 | 110,194 |
| 1911 | 2,385 | 651 | 3,036 | 35,392 | 88,753 |
| 1910 | 1,717 | 645 | 2,362 | 32,186 | 71,741 |
| 1909 | 2,034 | 646 | 2,680 | 28,324 | 83,042 |
| 1908 | 2,120 | 643 | 2,763 | 24,179 | |
| 1907 | 2,726 | 651 | 3,377 | 17,850 | |
| April 18, 1906. | ... | ... | 4,150 | | |

MECHANICS' INSTITUTE PUBLICATIONS.

In Print.

Annual Reports, 1907 to date.

List of books on architecture. August, 1913.

List of books on building and building materials. December, 1913.

List of books on electrical engineering. June, 1916.

List of books on petroleum. January, 1917.

List of books on aeronautics and military and naval engineering.
January, 1918.

List of books added during 1914-1921.